

United States Environmental Protection Agency Washington, DC 20460		1. Duty Location Boston, MA		2. Position Number 1-0-187	
EPA Position Description					
3. Classification Action Reference of Series and Date of Standards Used To Classify This Position <i>Prof. Work in Phys. Sci. Grp, GS-1300, 12/97</i>					
		b. Title		Service c.	Series d.
Official Allocation		<i>Environmental Scientist</i>		GS	1301
				Grade e.	CLC f.
				13	001
4. Supervisor's Recommendation					
5. Organizational Title of Position (if any)			6. Name of Employee		
			<i>Mary E. Smuts</i>		
7. Organization (Give complete organizational breakdown)					
a. U. S. Environmental Protection Agency			e.		
b. Offc. of Ecosystem Protect.			f.		
c. Pesticides, Toxics & Radiation					
d.			h. EPAYS Organization Code		
			<i>QABB 0000</i>		
8. Performance Management and Recognition System (PMRS) Certification for Positions in Grades GS/GM 13-15					
<input type="checkbox"/> S First or second level supervisor of 3 or more employees engaged in substantive professional, technical, or administrative work. Duties include assigning, directing, and reviewing work, evaluating performance, recommending personnel actions, training and developing employees, etc.			<input type="checkbox"/> A An individual (as defined by Title VII of the Civil Service Reform Act) who is authorized to hire, direct, assign, promote, reward, transfer, lay off, suspend, discipline, or remove one or more employees, or effectively recommend such action. The exercise of this responsibility is not routine or clerical in nature but requires the consistent exercise of independent judgment.		
<input type="checkbox"/> M A manager who directs the work of an organization; is accountable for the success of line or staff programs; monitors, evaluates, and adjusts program activities; and performs the full range of management duties outlined in the Supervisory Grade Evaluation Guide. May also include deputies who fully share responsibility for managing the organization or who serve as an alter ego to the manager.			<input type="checkbox"/> B A management official (as defined by Title VII of the Civil Service Reform Act) who formulates, determines, or influences an organization's policies. This means creating, establishing, or prescribing general principles, plans, or courses of action for an organization; deciding on plans or courses of action for the organization; or bringing about a course of action for the organization. Management officials must actively participate in shaping the organization's policies; not just interpret laws and regulations, give resource information or recommendations, or serve as experts or highly trained professionals who implement or interpret the organization's policies and plans.		
SEE SPECIAL NOTE BELOW					
<input checked="" type="checkbox"/> N None of the above applies to this position. Exempt from PMRS.					
9. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Governmental functions for which I am responsible. The certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.					
a. Typed Name and Title of Immediate Supervisor			d. Typed Name and Title of Second-Level Supervisor		
<i>Marvin Rosenstein</i>			<i>David Fierro</i>		
<i>Manager, Pesticides, Toxics & Radiation</i>			<i>Office Director</i>		
b. Signature		c. Date	e. Signature		f. Date
			<i>David Fierro</i>		<i>9/21/95</i>
10. Official Classification Certification					
a. <input checked="" type="checkbox"/> This position has no known promotion potential		<input type="checkbox"/> If position develops as planned and employee progresses satisfactorily, this position has known promotion potential to grade -			
b. Fair Labor Standards Act		c. Signature of Classification Official		d. Date	
<input type="checkbox"/> Nonexempt <input checked="" type="checkbox"/> Exempt		<i>Irma Field</i>		<i>9/25/95</i>	
11. Remarks (Continue on additional sheet(s) if necessary)					
Effective 10/31/93, PMRS ended. As of 11/1/93 employees are considered "GS" for classification and pay administration purposes. See P.L. 103-89, PMRS Termination Act of 1993 for specific guidance.					
12. Duties and Responsibilities					
Type on plain bond paper and attach to this form. Use format shown on reverse. <i>Func: 42</i>					

POSITION DESCRIPTION AMENDMENT

EMPLOYEE'S NAME

ORGANIZATION LOCATION OF POSITION

OFC. OF ECOSYSTEM PROTECTION

POSITION TITLE

SERIES

GRADE

POSITION NUMBER

AMENDMENT.

Effective 9/29/95 this position reports to:

OFFICE OF ECOSYSTEM PROTECTION
PESTICIDES, TOXICS AND RADIATION

The duties and responsibilities of this position remain
substantially unchanged.

CLASSIFIER'S SIGNATURE

DATE

SUPERVISOR'S SIGNATURE

DATE

Please read instructions on reverse before completing.

<div style="text-align: center;"> United States Environmental Protection Agency Washington, DC 20460 Position Description </div>	1. Duty Location Boston, MA	2. Position Number 1-0-187
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3. Classification Action

a. Reference of Series and Date of Standards Used To Classify This Position

	b. Title	Service c.	Series d.	Grade e.	CLC f.
Official Allocation	Environmental Scientist	GS	1301	13	
4. Supervisor's Recommendation		GS	1301	13	

5. Organizational Title of Position (if any)
Regional Air Toxicologist

6. Name of Employee
Smuth, Mary E.

7. Organization (Give complete organizational breakdown)

a. U. S. Environmental Protection Agency	e. Toxics & Radiation Assessment Section
b. Region I	f.
c. Air, Pesticides & Toxics Management	g. Div.
d. Pesticides & Toxic Substances Branch	h. EPAYS Organization Code

8. Performance Management and Recognition System (PMRS) Certification for Positions in Grades GS/GM 13-15

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a. Typed Name and Title of Immediate Supervisor Thomas D'Avanzo, Chief TARAS	d. Typed Name and Title of Second-Level Supervisor Marvin Rosenstein, Chief PTSB
b. Signature 	e. Signature
c. Date 9/15/89	f. Date 9/15/89

10. Official Classification Certification

a. <input checked="" type="checkbox"/> This position has no known promotion potential	If position develops as planned and employee progresses satisfactorily, this position has known promotion potential to grade -
b. Fair Labor Standards Act <input type="checkbox"/> Nonexempt <input checked="" type="checkbox"/> Exempt	c. Signature of Classification Official
	d. Date 12/5/87

11. Remarks (Continue on additional sheet(s) if necessary)

12. Duties and Responsibilities

Type on plain bond paper and attach to this form. Use format shown on reverse.

Regional Expert Air Toxicologist
GS-1301-13

BACKGROUND

Virtually all of EPA's air program resources have traditionally been devoted to controlling "criteria pollutants", those pollutants for which National Ambient Air Quality Standards (NAAQS) have been set. Although EPA and the states have made major achievements in reducing ambient levels of these pollutants, there has recently been growing concern over a wide-range of "non-criteria" pollutants, some of them suspected or known carcinogens. This concern has been coupled with criticism directed at EPA for failing to implement control programs to reduce ambient levels of these pollutants. Such criticism has come from Congressional committees, the General Accounting Office, the National Governor's Association, and others. At the same time, many states have begun to respond to the problem by developing their own air toxics programs. In addition, there is concern over intermedia transfer of toxics caused by control programs dealing with toxics in other media (such as waste disposal).

Responding to air toxics problems requires additional skills beyond those required for traditional regional air programs, including public health related fields such as toxicology and epidemiology. Furthermore, since it is unlikely that EPA will ever have national standards and control programs for all the air toxics the region is likely to be confronted with, the region will frequently need to respond to air toxics problems on a case-by-case basis evaluating the risk to public health.

INTRODUCTION

This position is located in the ^{Toxics + Radiation Assessment Section} ~~Technical Support Branch (TSB)~~, Air Management Division (AMD).

The purpose of this position is to act as lead regional contact on the health effects of airborne pollutants, especially non-criteria toxic pollutants. The incumbent advises the AMD and the region generally on the health effects of airborne pollutants, provides risk assessments of potential public health impacts of air toxics, works with the State Air Programs Branch (SAPB) and other regional divisions to help develop and implement appropriate responses to these pollutants, serves as regional contact with headquarters on risk assessment of air toxics, and advises and otherwise supports state and interstate air toxics programs. These activities are described in detail below.

MAJOR DUTIES AND RESPONSIBILITIES

I. Advise AMD staff and managers on health effects of air pollutants and help develop and implement regional responses to air toxics problems. Serve as a member of the Regional Toxics Coordinating Committee.

A. Non-Criteria Pollutants - The incumbent reviews monitoring or modeling information on non-criteria pollutants (pollutants for which no ambient standards have been set) and advises EPA managers on appropriate responses on the basis of potential public health impact. For example, if a

state or EPA monitors high levels of a volatile solvent near a populated area, the incumbent will review the data and provide advice on the severity of the risk (either through a formal risk assessment or some other technique) and the need, if any, to take action. Similarly, if a state determines that airborne pesticides are a significant issue, the incumbent will work with the Office of Pesticides and Toxic Substances and state health and environmental agencies to determine the need to take action on this problem based on an evaluation of its potential public health impacts.

B. Indoor Air Pollution - Indoor air pollution (including radon, volatile solvents, exposure from building materials, and others) has been identified as an emerging toxics problem in the region's Environmental Management Report (EMR) and a number of independent technical studies. The incumbent stays current with this technical literature and serves as regional contact with headquarters' research and development and air program staff on the health effects of indoor air pollution. EPA has little regulatory authority to solve the problem, but the incumbent will advise states and the public on the severity of the problem and work with the SAPB and Regional Radiation Representative on strategies to respond to, and reduce, possible public health impacts.

C. Criteria Pollutants - The great majority of AMD's work involves controlling emissions and ambient levels of criteria air pollutants. The incumbent has a thorough knowledge of the health effects of these pollutants and works with the SAPB and TSB in the design of control strategies. For example, the incumbent will be familiar with the potential health effects of Volatile Organic Compounds (VOC) and will thus advise the State Air Programs Branch on air toxics concerns related to controlling stationary sources of VOCs.

D. NESHAPS - Under Section 112 of the Clean Air Act (CAA), EPA has set emission standards for a small but growing number of hazardous pollutants. The incumbent stays familiar with headquarters research on health effects of such hazardous air pollutants, reviews and comments on draft health assessment documents for proposed NESHAPS, and, in conjunction with the SAPB, assesses the risks associated with current and proposed NESHAPS for Region I sources. Since NESHAPS authority has been delegated to most New England states, this implies some level of state assistance for risk assessment of NESHAPS.

II. Advise other Region I divisions on health effects of airborne pollutants and provide risk assessments for air toxics emissions associated with remedial and other actions under RCRA, CERCLA, the Clean Water Act, and other statutes. Serve as a member of the Regional Toxics Coordinating Committee.

A. Waste Management Division - Maintain contacts with RCRA and CERCLA staff, including the CDC Representative, to improve Regional coordination, to assure exchange of information regarding public health impacts of air emissions, and to understand and help resolve overlaps and inconsistencies in risk assessment between the Air and Waste programs. Review and provide comments on the adequacy of CERCLA (Superfund) actions to protect public health from airborne pollutants. Assist RCRA permit development and issuance by advising on potential health impacts of airborne pollutants from hazardous waste facilities. Assess potential

public health impacts of proposed RCRA regulations and guidelines related to air toxics (such as waste oil disposal regulations).

B. Water Management Division - Review EPA actions under the Clean Water Act for potential public health impacts associated with air toxics and advise Water Division managers on air toxic issues. Possible issues include: construction of sewage sludge incinerators, volatilization of organic compounds from sewage treatment plants, and the use of air stripping as a technique to treat contaminated groundwater. Maintain contact with Water Division toxicologists to improve regional coordination and understand and resolve overlaps in risk assessment between the air and water programs.

C. Environmental Services Division - Work with ESD's air monitoring program to help develop priorities for monitoring air toxics. Evaluate the significance of air monitoring data in both overall and case-specific assessments of potential public health impacts from air toxics. Work with ESD's emergency response team in responding to problems involving air toxics where there is an immediate threat to public health or welfare by assessing the potential impact on public health from such situations and by advising ESD on the need to take removal actions under Superfund. Participate as needed in responding to other emergencies that may involve airborne pollutants.

III. Serve as regional contact for headquarters' offices working in areas related to the risk assessment of potential public health impacts due to air toxics, and for other federal agencies whose work is related to risk assessment of toxics.

A. EPA Headquarters - The incumbent identifies key headquarters personnel working on assessing the risk from air toxics, and transfers the results of their work to the region as appropriate. Headquarters offices involved and their responsibilities include:

1. Office of Air Quality Planning and Standards (OAQPS) - Primary air program office responsible for control programs for NESHAPS, criteria air pollutants and indoor air pollution.

2. Office of Research and Development (ORD) - Research and development on health effects and emissions of air toxics, including indoor air pollution. Risk assessment of air toxics is done in the Office of Health and Environmental Assessment. OHEA is also responsible for developing consistent guidelines for doing risk assessments in all EPA programs and the regions.

3. Office of Toxic Substances - Assessment and control of chemicals under TSCA. Agency-wide coordination of chemical regulation.

4. Office of Policy Analysis - Alternative control strategy development for toxics. Integrated environmental management program.

B. Other Federal Agencies - The incumbent maintains professional contacts with other federal agencies to understand how other agencies perform risk assessments and otherwise evaluate the potential public health impact of air toxics, and transfers relevant information to the region. In particular, the incumbent understands the procedures by which these agencies set standards or guidelines (such as TLV's) for toxics and how they evaluate complex mixtures. Such agencies include the Center for Disease Control, the National Institute of Occupational Safety and Health, the Occupational Safety and Health Administration, the Consumer Product Safety Commission, and the American Conference of Governmental Industrial Hygienists.

IV. Many New England states have air toxics programs under development which are much broader in scope than EPA's. The incumbent provides technical expertise on health effects and risk assessment to state and interstate agencies developing air toxics management programs. In this capacity, the incumbent works with both state health and environmental agencies and coordinates closely with the SAPB. Such assistance could take a variety of forms including:

A. Participation on state task forces that are developing air toxics control programs by reviewing and commenting on state proposals for establishing risk assessment methodologies and acceptable ambient levels for air toxics.

B. Assisting states on site-specific assessments where toxics have been monitored and other emergency response situations.

C. Assisting interstate groups, such as NESCAUM, in their efforts to develop and coordinate air toxics programs among states, affected industries and environmental groups by providing advice and educational materials related to risk assessment of air toxics.

SUPERVISION RECEIVED

Works under the general administrative supervision of the Chief, ~~Technical Support Branch~~, Air Management Division. Receives instructions as to broad objectives, schedules, agency policy and procedures to be followed. Since the incumbent functions as a recognized expert within his area, the technical aspects of his work are performed independently except where variance from established procedures or policies is suggested.

TOXICS + RADIATION
ASSESSMENT
SECTION

QUALIFICATIONS

A Ph.D. in Toxicology or a related environmental health science plus relevant experience in risk assessment, interpretation of health effects data, setting and interpreting standards for toxics, or the development of programs to establish acceptable exposure levels to toxics. In addition, incumbent must have strong verbal and oral communications skills as evidenced by an ability to interpret complex technical material in a manner readily understandable by program managers. Incumbent must also be able to work well in a multi-disciplinary environment of diverse regulatory programs.